



**Miami-Dade County**  
**Department of Environmental Resources Management**

**Sewer Capacity Certification Letter Application**

**Instructions:** You must fill out this application to obtain a sewer certification allocation letter, which is a required step in obtaining your building permit. If you are unfamiliar with the application process, please refer to the Stress free guide to sewer certification, available wherever you picked up an application.

**Step One:** Completely fill out sections 1a, 1b, and 1c, and complete the affidavit on the reverse side of this application including the notarized signature of the Property Owner or their Authorized Representative. Assignment of the Authorized Representative must be in the form of a notarized authorization letter from the property owner.

**Step Two:** Have your utility (if not part of the MDWASD Utility Area) certify the pump station information for your project in Section 2.

**Step Three:** Once your application has been certified by your utility, bring the completed application to one of DERM's Plan Review Offices for processing.

In order to serve you better, **YOU MUST COMPLETE** the information in **Sections 1a, 1b, and 1c and the Affidavit.**

**Please include a \$60 check payable to: Miami Dade County.**

**APPLICATIONS WILL NOT BE ACCEPTED IF THE NECESSARY INFORMATION AND SIGNATURES ARE NOT PROVIDED.**

**Section 1a**

**Applicant Information**

Name (Title): \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Property Owner Information**

Name (Title): \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Section 1b**

**Property Information**

Project Name: \_\_\_\_\_  
**Address:** \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 # of Units: \_\_\_\_\_ Type of Units: \_\_\_\_\_ **Folio:** \_\_\_\_\_  
 Lot & Block #(s): \_\_\_\_\_ / \_\_\_\_\_ Plat Book: \_\_\_\_\_ Page: \_\_\_\_\_  
 Subdivision: \_\_\_\_\_ Tentative Plat #: \_\_\_\_\_

Be sure to include a Lot & Block # for each unit to be developed. You may attach an additional list if necessary. If Lot & Block are unavailable, submit a track number, survey, site plan or sketch that includes all property boundaries. For undeveloped land, you may submit a master folio number for the entire property.

**Section 1c**

**Project Details**

Proposed Flow: \_\_\_\_\_ GPD Previous Flow: \_\_\_\_\_ GPD Estimated Completion Date: \_\_\_\_\_  
 Bldg. Process #: \_\_\_\_\_ City: \_\_\_\_\_ Sewer Extension #: \_\_\_\_\_  
 Previous Use: \_\_\_\_\_  
 Project Description (Include sq. ft.): \_\_\_\_\_

**Section 2**

**To be completed by utility company only**

Utility Providing Service: \_\_\_\_\_  
 Pump Station Receiving Flow: \_\_\_\_\_ Located at: \_\_\_\_\_  
 Sewers Abutting the Property: ( Yes / No ) ( Forcemain / Gravity )  
 Lateral Connection: ( New / Existing ) Point of Connection: \_\_\_\_\_  
 Utility Official Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

DERM #: \_\_\_\_\_

Date Received: \_\_\_\_\_

## SEWER SERVICE CONNECTION AFFIDAVIT

I/we, the undersigned, being first duly sworn, depose and say that I/we have applied for a sewer service connection for (project description) \_\_\_\_\_ in accordance with the provisions of paragraph 16C of the First Partial Consent Decree (CASE No. 93-1109 CIV-MORENO) between the United States of America and Metropolitan Dade County. I/we understand and attest that we are ready, willing and able to initiate construction as required below:

1. Apply for a building permit with the appropriate building official(s) within ninety (90) days from the date of issuance of written approval of the newly authorized sewer service connection. If I/we fail to provide said permit information to a DERM Plan Review Office within ninety (90) days from the date of issuance of written approval of the newly authorized sewer service connection, pursuant to the provisions of paragraph 16c and Appendix B of the First Partial Consent Decree (CASE No. 93-1109 CIV-MORENO) between the United States of America and Metropolitan Dade County, the newly authorized sewer service connection shall automatically be null and void and of no further force and effect;
  
2. Obtain the approved building permit within one hundred eighty (180) days of having filed the application of a building permit pursuant to Section 105.3.2 of the 2004 Florida Building Code or as it may be amended from time to time. If I/we fail to obtain the approved building permit as specified above, and fail to obtain an extension of time from the appropriate building official(s) the newly authorized sewer system connection and building permit approval shall automatically be null and void and of no further force and effect; and
  
3. Commence construction of the project within 180 days of issuance of the building permit pursuant to Section 105.4.1 of the 2004 Florida Building Code or as it may be amended from time to time. If I/we fail to commence such construction as specified above, the building permit and the newly authorized sewer system connection shall automatically be null and void and be of no further force and effect.

Once work has commenced and the permit is revoked, becomes null and void, or expires because of lack of progress, the newly authorized sewer service connection shall automatically be null and void and be of no further force and effect.

Similarly, I/we understand and attest the we are ready, willing, and able to obtain a Certificate of Use or Municipal Occupational License for any changes in a facility's use that results in an increase of wastewater flows within ninety (90) days from the date of issuance of written approval of the newly authorized sewer service connection. If I/we fail to obtain a Certificate of Use or Municipal Occupational License as specified above, the newly authorized sewer service connection automatically shall be null and void and of no further force and effect.

Furthermore, I/we hereby acknowledge and recognize that the newly authorized sewer service connection does not constitute the approval of a building permit application, Certificate of Use, or Municipal Occupational License by the Department, but rather only a certification that adequate capacity exist in the sanitary sewer collection, transmission, and treatment system for the proposed project in accordance with the provisions of paragraph 16C of the First Partial Consent Decree and Paragraph 23 of the Second and Final Partial Consent Decree (CASE No. 93-1109 CIV-MORENO) between the United States of America and Metropolitan Dade County. I/we are hereby duly informed that the building permit application, building construction plans, Certificate of Use application, Municipal Occupational License applicant, and/or any supporting or required documentation may require the review and approval of the Department of Environmental Resources Management in accordance with the requirements of Chapter 24 of the Miami Dade County Code, as may be amended from time to time.

Applicant	Property Owner
_____ Name in Print/ Title	_____ Name in Print (Owner or Authorized Representative)/ Title
_____ Company Name	_____ Company Name
_____ Signature State of Florida, County of Miami-Dade Sworn to and subscribed before me this _____ day of _____, 20____ by _____ _____ Personally known _____	_____ Signature (Owner or Authorized Representative with Notarized Authorization Letter) State of Florida, County of Miami-Dade Sworn to and subscribed before me this _____ day of _____, 20____ by _____ _____ Personally known _____
Or Produced Identification _____ Notary Public _____ (SEAL)	Or Produced Identification _____ Notary Public _____ (SEAL)